NATIVE COURTWORKER
AND COUNSELLING ASSOCIATION OF BRITISH COLUMBIA

Job title	*Native Courtworker – Kamloops*
Reports to	*Regional Manager / Director of Court Services*
Status	*Full Time – Permanent (35 hours per week)*
Salary	*$57,716.64 starting wage and $67,204.98 within 2 years of full-time employment*

Our Organization

The Native Courtworker and Counselling Association of BC provides "A Helping Hand to Justice" for all Indigenous people across the province of British Columbia. Our mission is to provide culturally appropriate justice and health related services according to our client's needs. Our organization has been around for 54 years and our success is rooted in basing our approach in our traditional values, common to all Indigenous nations.

The Position

We are looking for an individual that can represent our clients by ensuring that the needs of all Indigenous people going through the BC justice system are fully met, their culture is respected, and their unique historic rights guaranteed in Canada's Constitution, are enforced.

The successful candidate will be **based in Kamloops and covers Merritt court**. Under the supervision of the Regional Manager / Director of Court Services, this position will be subject to the policies and procedures of the Association and agreeing to join the British Columbia Government and Service Employees' Union.

Duties and Responsibilities

This position will act as an intermediary between the Indigenous accused and the criminal justice system and among some of the responsibilities, the incumbent must:

- Provide support on Court procedures and processes, arrange for and/or attend court and legal appointments as necessary
- Assist in completing affidavits and all other legal forms
- Support the accused in navigating the Criminal Law system
- Provide referrals for complementary and alternative services that support Court process
- Maintain knowledge of current and new legislation that pertains to all aspects of the Court process
- Maintain partnerships with agencies and programs that support program
- Ensure that cultural support is provided

Knowledge, Skills and Education

This position requires a highly motivated and creative individual with at least two years criminology or over five years direct related work experience. The ideal candidate should also possess:

- Knowledge and understanding of Indigenous culture and traditions and a demonstrated ability to work with Indigenous people. **Preference will be given to individuals with an indigenous background as per section of Section 41 of the Human Rights Code,**
- Full knowledge of justice systems and their functions, sentencing principles, alternative measures and restorative justice principles,

- General understanding of criminal procedures and Acts,
- Ability to communicate effectively both orally and in writing,
- Knowledge of Microsoft word, excel, internet and database management systems would be an asset,
- Must be able to travel. A class 5 driver's license is a requirement for this position,
- Must be able to exercise a considerable level of ingenuity, judgement, and analysis, use of independent thought and initiative in applying special skills and knowledge towards problem solving,
- The successful candidate will be subject to a Criminal Record Check.

Competencies
Judgement and Decision-Making: Ability to assess different stressful situations, make decisions and act accordingly with respect and confidence.
Emotional intelligence: The capacity to be aware, control, and express one's emotions, and to handle interpersonal relationships judiciously and empathetically without loosing oneself in the process.
Technological affinity*:* Effectively and efficiently use e-mail, Internet, and mobile. Ability to quickly learn and use apps, for researching, reporting and more.
Time management. Ability to prioritize their tasks and manage their time. Ability to say no and using more efficient channels.
Persuasiveness: Ability of convincing others through the use of sound arguments to follow a course of action, to agree to a commitment, or to see a different point of view.

Why us

If you are a caring individual, with an ability to think out of the box and provide others with a clear path to justice, then you will be starting a rewarding career with a reputable organization.

After the successful completion of the probationary period, you will also get a comprehensive benefits package, including:

- Medical, extended health, and dental (Optional)
- Group life, AD & D and Long-term disability
- 3 weeks of vacation after completion of one year of service
- 1.5 sick days for a total of 18 sick days per year and up to 150 days
- Contribution to our Pension Plan
- Mentorship

Application Process

To apply, enclose a cover letter, along with your resume, indicating why your skills will be the right ones for this position. The deadline for applications is until position is filled.

Email your application to dfaubert@nccabc.com, with the subject line: Kamloops - Native Courtworker or apply via Indeed.

This is a Job Posting and not a Job Description. For a Full Job Description, please feel free to contact the Association.

We would like to thank you in advance for your interest in this position. Only the candidates selected for an interview will be contacted.